

Whitehouse

March 30, 2023

WHITEHOUSE COUNCIL AGENDA

April 4, 2023

6:30 P.M.

The Whitehouse Village Council is encouraging citizens to consider accessing public meetings remotely. You may do so by phone at 1-567-318-0438. You will then be prompted to press the following Meeting ID 635995669#. You may also access the meeting online by going to the Village website at www.whitehouseoh.gov and clicking on the link from the home page, please make sure you mute your microphone.

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, April 4, 2023, at 6:30 PM.

Welcome and thank you for attending the Whitehouse Village Council meeting. The purpose of the Village Council meeting is to conduct the official business of the Village of Whitehouse and to hear citizen's comments pertaining to items that appear on the agenda and comments for future consideration. We welcome and encourage your participation. If you wish to make a comment, please wait to be recognized then state your name and address for the record. Please make your comments as concise as possible to allow time for others who wish to make comments. The Mayor presides over the Council meeting and has the authority to take the actions necessary to maintain order and proper decorum among those present. Thank you for your cooperation.

- I. Call to Order
- II. Roll Call
- III. Prayer: Pastor Shawn Bellner, CedarCreek Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the March 21, 2023 Council Meeting and March 28, 2023 Special Council Meeting
- VI. Adoption of Bills Dated March 30, 2023 and the Addendum Bills Dated April 4, 2023
- VII. Introduction of Persons to Appear Before Council
 - A. Request for Whitehouse Cherry Fest for June 8-10, 2023
 - B. Request for Whitehouse Summer Concerts for May 18, June 15, & July 20, 2023
 - C. Request for Puppy Chow Event on May 7, 2023
 - D. Request for Alley Closure for Local Thyme Concert on April 21-22, 2023
- VIII. Committee Reports
 - A. Report on the Fallen Timbers Union Cemetery District Meeting

- IX. Report of the Mayor
 - A. Arbor Day Proclamation
- X. Report of the Clerk of Council
- XI. Report of the Village Administrator
 - A. Agenda Items for April Committee of the Whole Meeting
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
 - A. **Ordinance 4-2023:** Amending Whitehouse Municipal Code Section 186.02, Purpose of Tax; Rate and Whitehouse Municipal Code Section 186.02, Effective Date, of the Codified Ordinances of the Village of Whitehouse Regarding Municipal Income Tax (Second Reading)
- XVI. Resolutions
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

Special

March 28,

23

At 6:37 PM Mayor Don Atkinson called the meeting to order.

ROLL CALL: Richard Bingham, Rebecca Conklin Kleiboemer, Bob Keogh, Steve Connelly, Mindy Curry, and Louann Artiaga. Also present were the following: Administrator Jordan Daugherty, Solicitor Kevin Heban

Motion by Rebecca Conklin Kleibemer, seconded by Mindy Curry to enter into executive session to discuss a matter of personnel at 6:39 PM. 6 ayes

Motion by Louann Artiaga, seconded by Steve Connelly to reconvene at 8:28 PM. 6 ayes

Motion by Bob Keogh, seconded by Richard Bingham to adjourn at 8:29 PM. 6 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS

3/30/2023

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Advantage Equipment, Inc.	Fire	\$226.00	\$226.00	Laundry Soap
AT&T	Fire	\$70.51		Phone Service
AT&T	Water	\$58.96	\$129.47	Phone Service
AT&T First Net	Police	\$47.07		Cell Phones
AT&T First Net	Fire	\$331.83		Cell Phones
AT&T First Net	Administration	\$47.07		Cell Phones
AT&T First Net	Water	\$23.53		Cell Phones
AT&T First Net	Sewer	\$23.54	\$473.04	Cell Phones
Black Swamp Epoxy Floors	Capital Project	\$1,575.00	\$1,575.00	Shelterhouse Renovations
Bound Tree	Fire	\$216.37	\$216.37	EMS Supplies
Brondes Ford	Sanitation	\$1,736.19		Vehicle Repair
Brondes Ford	Streets	\$1,736.20		Vehicle Repair
Brondes Ford	Water	\$1,736.20		Vehicle Repair
Brondes Ford	Sewer	\$1,736.20	\$6,944.79	Vehicle Repair
Forrest Auto Supply	Water	\$11.29	\$11.29	Filter
Heban, Murphree & Lewandowski	Administration	\$1,500.00	\$1,500.00	Law Director Charges
Independence Health	Fire	\$605.50		Testing
Independence Health	Police	\$47.00	\$652.50	Testing
Interstate Billing Services	Fire	\$2,987.95	\$2,987.95	Vehicle Repair
Kleinfelder	Capital Project	\$1,245.50		Elevated Storage Tank
Kleinfelder	Capital Project	\$843.22	\$2,088.72	Multi-Use Trail & Bridge
Look At Me Signs and Graphics	Police	\$392.00	\$392.00	Shirts
MA SI	Water	\$83.35	\$83.35	Water Sample Analysis
Menards	Capital Project	\$1,049.53		Supplies-Shelterhouse Renovation
Menards	Maintenance	\$174.73		Supplies
Menards	Sewer	\$174.73		Supplies
Menards	Parks	\$174.72		Supplies
Menards	Water	\$174.73		Supplies
Menards	Police	\$11.94	\$1,760.38	Supplies
Menards	Police	\$100.00	\$100.00	Employee Reimbursement
Morgan Schumann	Maintenance	\$199.47		Safety Supplies
Northern Safety & Industrial	Parks	\$199.48		Safety Supplies

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Northern Safety & Industrial	Sewer	\$199.48		Safety Supplies
Northern Safety & Industrial	Streets	\$199.48		Safety Supplies
Northern Safety & Industrial	Water	\$199.48	\$997.39	Safety Supplies
ODP Business Solutions	Police	\$39.68	\$39.68	Office Supplies
Ohio Gas Company	Maintenance	\$1,329.33		Natural Gas Charges
Ohio Gas Company	Fire	\$254.51		Natural Gas Charges
Ohio Gas Company	Life Squad	\$254.51		Natural Gas Charges
Ohio Gas Company	Parks	\$11.65		Natural Gas Charges
Ohio Gas Company	Police	\$291.79	\$2,141.79	Natural Gas Charges
Phoenix Safety Outfitters	Fire	\$77.50	\$77.50	Uniform
Ram Exterminators LLC	Maintenance	\$40.00		Bug Spraying
Ram Exterminators LLC	Life Squad	\$36.00	\$76.00	Bug Spraying
Time Clock Plus	Police	\$300.00	\$300.00	Software
USABlueBook	Water	\$39.63	\$39.63	Bushing
Vance Outdoors	Police	\$1,336.00	\$1,336.00	Parts
Woodland Mulch	Parks	\$1,490.60	\$1,490.60	Mulch
		\$25,639.45	\$25,639.45	



Request for Special Event

Village of Whitehouse
PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Whitehouse Cherry Festival
Coordinator/Contact Person: Wendy Gehring
Address: 6746 Pelton Dr., Whitehouse, OH 43571
Phone: (419) 215-3196 Email: wendy@thechamberpartners.com
FAX: _____

Event Date(s): June 8-10th 2023 Event Hours: June 8 (6-11) June 9 (12-11) June 10
Estimated Number of Attendance: 1500 9-11pm
Brief Description of Event: Festival including rides, food, vendors, parade, and more. Beer tent and entertainment.

Will the Event Use Signage/Attraction Devices? ☒ Yes ☐ No

Amplified Voice/Music? ☒ Yes ☐ No - voice

Food/Beverage Sales? ☒ Yes ☐ No Alcoholic Beverage Sales: ☐ Yes ☐ No

Product Sales? ☒ Yes ☐ No Other (explain): _____

If YES to any of the above, please explain: Voice announcements during hours of operation, Banners (advertisement), vendors, cherry pies, beer tent, music

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

(X) Police Assistance (X) Streets Closed () Enclosed Shelterhouse (X) Pavilion () Other

Explain: during parade - road close, Lucas St for vendors, St Louis St.

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: _____ Total Amount Required per Employee: \$ _____/hr.

TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$ _____

READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: Wendy Gehring Date: 3-16-2023

6925 Providence Street PO Box 2476 . Whitehouse, Ohio 43571
Phone 419-877-5383 . Fax 419-877-5635
whitehouseoh.gov

AGREEMENT FOR VILLAGE SERVICES – SPECIAL EVENT

WHEREAS, by Resolution, the Village Administrator of the Village of Whitehouse, Ohio, is authorized and empowered to enter into written agreements with public or private organizations, to assign public safety officers to special duties, with such organizations, when, in the opinion of the Village Administrator, Chief of Police and Fire Chief, such duty serves the purpose of public safety, traffic control and the public welfare. Now, therefore, it is agreed by and between the parties as follows:

- The Chief of Police and/or Fire Chief shall assign public safety officers (police/fire personnel) to duty at:

- The police personnel shall at all times be under the control of the Chief of Police.
- EMS REQUEST: Requests for Emergency Medical Service (EMS) standby to supplement this event must be made to the Village Administrator no later than thirty (30) days from the date of the scheduled event. The Fire Chief, or his/her designee reserves the right to honor or reject these requests based upon EMS personnel availability and/or needs of the agency.
- The Fire Chief (or his/her designee) will assign personnel for EMS duty for the event. Fire personnel assigned to this event shall at all times be under the control of the Fire Chief.
- **ALCOHOL CONSUMPTION/SALES ON VILLAGE-OWNED PROPERTY**-This requires additional Village considerations and Ohio Dept. of Commerce/Department of Liquor Control permits. The Event Coordinator/Contact Person/Sponsoring Entity must apply for alcohol sales permits directly with the Ohio Department of Commerce/Liquor Control. See attached forms for additional information.
- Request for additional materials (i.e. fencing, signage, barricades, etc.) supplied by and placed by Village Public Service Department personnel are subject to additional fees (cost of materials; personnel costs per employee/per hour) shall be paid by the Event Coordinator/Contact Person/Sponsoring Entity.
- Personnel who are assigned to this event shall be paid for this service, by a majority vote of Council, and in accordance with the Personnel Policies and Procedures Manual of the Village of Whitehouse, Ohio.
- The Village of Whitehouse agrees to furnish personnel under the terms of this agreement, if and only if, personnel are available for such duty as determined by the Chief of Police/Fire Chief.
- Duties of any personnel assigned shall be limited to the boundaries of the Village of Whitehouse, Ohio. Exceptions would include those that public safety interests outside the boundaries of the Village of Whitehouse (i.e., Anthony Wayne School District off-campus, school-sponsored activities, etc.).
- If authorized by Village Council, the Event Coordinator/Contact Person/Sponsoring Entity will provide payment for security services no later than 10 days after the event payable to *The Village of Whitehouse*.
- Personnel assigned under terms of this contract shall be covered by Workmen's Compensation paid on the officer's behalf by the Village of Whitehouse.

___ See attached Request for Safety Services form and map showing location(s) of event.

PLEASE CHECK ALL THAT APPLY:

☒ Alcohol Sales (Ohio Dept. of Commerce/Liquor Control Permit required; minimum of one (1) Whitehouse Police Officer required at event during alcohol sales time).

☐ Fencing (Public Service Department)

☐ Food Truck Inspection(s) (Fire Department)

☒ Tent Inspection(s) (Fire Department)

☒ Traffic Barricades (Public Service Department)

☒ Traffic Signage (i.e., No Parking, etc.) (Public Service Department)

☐ Other (please specify):

This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.

This agreement entered on this 14 day of March, 20 13, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person for this event, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

Village Administrator



Event Coordinator/Contact Person

Attachments:

☐ Ohio Revised Code Section 4303.202 F-2 permit legislation.

☐ Ohio Dept. of Commerce/Division of Liquor Control: *How to Apply for a Liquor Permit*

REQUEST FOR VILLAGE SERVICES—VILLAGE OF WHITEHOUSE, OHIO

NAME AND TYPE OF FUNCTION/ACTIVITY:

Whitehouse Cherry Festival

DATE/TIME OF FUNCTION/EVENT: June 8 (6-11) June 9 (12-11pm) June 10 (9am-11pm)

LOCATION: Whitehouse Park

EVENT COORDINATOR CONTACT INFORMATION:

NAME Wendy Gehring

ORGANIZATION Anthony Wayne Regional Chamber of Commerce

ADDRESS 16746 Pelton Dr.

Whitehouse, OH 43571

PHONE 419-215-3196

FAX _____

EMAIL wendy@thechamberpartners.com

☐ MAP OF EVENT/FUNCTION ATTACHED

PAYMENT (if applicable): Payment for services rendered made payable to:

The Village of Whitehouse, 6925 Providence St., P.O. Box 2476., Whitehouse, OH 43571

For Office Use Only

Date: _____

☐ Approved as requested.

☐ Approved, with modifications (specify): _____

☐ Disapproved (specify): _____

Payment Authorized by Council: ☐ Yes ☐ No

Payment Amount: \$ _____ .00/hour per total number of personnel assigned

Total Number Personnel Assigned: _____

Total Hours for Event (including any preliminary set-up as needed): _____

Additional Materials Cost: \$ _____ .00

Total Payment Required: \$ _____ .00

NOTIFICATIONS:

☐ Village Administrator

☐ Chief of Police

☐ Fire Chief

☐ Public Service Director

COORDINATION MEETINGS (Scheduled by Village of Whitehouse Representative)

****Meetings are conducted on Mondays at 9:00am****

Date/Time Initial Meeting (45 Days prior to event): _____

Date/Time Meeting (30 Days before Event): _____

Date/Time Meeting (if needed): _____



Request for Special Event

Village of Whitehouse
PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Whitehouse Summer Concerts
Coordinator/Contact Person: Lanana Astaga
Address: 11026 West St Whitehouse
Phone: 419-290-0629 Email: LS.Astaga.26@outlook.com
FAX: 419-877-8020
Event Date(s): May 18, June 15, July 20 Event Hours: 5pm - 8:30pm
Estimated Number of Attendance: 150
Brief Description of Event: Concert in the park with food and beverages

Will the Event Use Signage/Attraction Devices? ☐ Yes ☒ No
Amplified Voice/Music? ☒ Yes ☐ No
Food/Beverage Sales? ☒ Yes ☐ No Alcoholic Beverage Sales: ☒ Yes ☐ No
Product Sales? ☐ Yes ☒ No Other (explain):
If YES to any of the above, please explain: Concert, food trucks, beer machine sales

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

(X) Police Assistance (X) Streets Closed (X) Enclosed Shelterhouse (X) Pavilion () Other
Explain: _____

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: _____ Total Amount Required per Employee: \$ _____/hr.

TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$ _____

READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: _____ Date: _____

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571

Phone 419-877-5383 . Fax 419-877-5635

whitehouseoh.gov

PLEASE CHECK ALL THAT APPLY:

☒ Alcohol Sales (Ohio Dept. of Commerce/Liquor Control Permit required; minimum of one (1) Whitehouse Police Officer required at event during alcohol sales time).

☒ Fencing (Public Service Department)

☒ Food Truck Inspection(s) (Fire Department)

☐ Tent Inspection(s) (Fire Department)

☒ Traffic Barricades (Public Service Department)

☐ Traffic Signage (i.e., No Parking, etc.) (Public Service Department)

☐ Other (please specify):

This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.

This agreement entered on this _____ day of _____, 20____, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person for this event, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

Village Administrator

Event Coordinator/Contact Person

Attachments:

☐ Ohio Revised Code Section 4303.202 F-2 permit legislation.

☐ Ohio Dept. of Commerce/Division of Liquor Control: *How to Apply for a Liquor Permit*

St. Louis

LUCAS

10809





Request for Special Event

Village of Whitehouse
PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: PUPPY Chow
Coordinator/Contact Person: Justin Zemanski, Ethan Grady
Address: 5967 Finzel Rd OH
Phone: 567 304 0073 Email: jzemanski@anthonywayne.schoools.org
FAX: N/A generals@rickie@gmail.com
Event Date(s): 5/7/2023 Event Hours: 12-2 pm
Estimated Number of Attendance: _____
Brief Description of Event: Charity event with proceeds going to local animal shelters

Will the Event Use Signage/Attraction Devices? ___ Yes X No
Amplified Voice/Music? X Yes ___ No?
Food/Beverage Sales? ___ Yes X No Alcoholic Beverage Sales: ___ Yes X No
Product Sales? ___ Yes X No Other (explain): _____
If YES to any of the above, please explain: may have music depends on if we have a speaker.

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

() Police Assistance () Streets Closed () Enclosed Shelterhouse ☒ Pavilion () Other
Explain: Plan to use to use if necessary.

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: 0 Total Amount Required per Employee: \$ _____/hr.
TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$ _____

READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: _____ Date: 3/23/2023

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571
Phone 419-877-5383 . Fax 419-877-5635
whitehouseoh.gov

AGREEMENT FOR VILLAGE SERVICES – SPECIAL EVENT

WHEREAS, by Resolution, the Village Administrator of the Village of Whitehouse, Ohio, is authorized and empowered to enter into written agreements with public or private organizations, to assign public safety officers to special duties, with such organizations, when, in the opinion of the Village Administrator, Chief of Police and Fire Chief, such duty serves the purpose of public safety, traffic control and the public welfare. Now, therefore, it is agreed by and between the parties as follows:

- The Chief of Police and/or Fire Chief shall assign public safety officers (police/fire personnel) to duty at:

- The police personnel shall at all times be under the control of the Chief of Police.
- EMS REQUEST: Requests for Emergency Medical Service (EMS) standby to supplement this event must be made to the Village Administrator no later than thirty (30) days from the date of the scheduled event. The Fire Chief, or his/her designee reserves the right to honor or reject these requests based upon EMS personnel availability and/or needs of the agency.
- The Fire Chief (or his/her designee) will assign personnel for EMS duty for the event. Fire personnel assigned to this event shall at all times be under the control of the Fire Chief.
- ALCOHOL CONSUMPTION/SALES ON VILLAGE-OWNED PROPERTY-This requires additional Village considerations and Ohio Dept. of Commerce/Department of Liquor Control permits. The Event Coordinator/Contact Person/Sponsoring Entity must apply for alcohol sales permits directly with the Ohio Department of Commerce/Liquor Control. See attached forms for additional information.
- Request for additional materials (i.e. fencing, signage, barricades, etc.) supplied by and placed by Village Public Service Department personnel are subject to additional fees (cost of materials; personnel costs per employee/per hour) shall be paid by the Event Coordinator/Contact Person/Sponsoring Entity.
- Personnel who are assigned to this event shall be paid for this service, by a majority vote of Council, and in accordance with the Personnel Policies and Procedures Manual of the Village of Whitehouse, Ohio.
- The Village of Whitehouse agrees to furnish personnel under the terms of this agreement, if and only if, personnel are available for such duty as determined by the Chief of Police/Fire Chief.
- Duties of any personnel assigned shall be limited to the boundaries of the Village of Whitehouse, Ohio. Exceptions would include those that public safety interests outside the boundaries of the Village of Whitehouse (i.e., Anthony Wayne School District off-campus, school-sponsored activities, etc.).
- If authorized by Village Council, the Event Coordinator/Contact Person/Sponsoring Entity will provide payment for security services no later than 10 days after the event payable to *The Village of Whitehouse*.
- Personnel assigned under terms of this contract shall be covered by Workmen's Compensation paid on the officer's behalf by the Village of Whitehouse.

___ See attached Request for Safety Services form and map showing location(s) of event.

PLEASE CHECK ALL THAT APPLY:

☐ Alcohol Sales (Ohio Dept. of Commerce/Liquor Control Permit required; minimum of one (1) Whitehouse Police Officer required at event during alcohol sales time).

☐ Fencing (Public Service Department)

☐ Food Truck Inspection(s) (Fire Department)

☒ Tent Inspection(s) (Fire Department)

☐ Traffic Barricades (Public Service Department)

☐ Traffic Signage (i.e., No Parking, etc.) (Public Service Department)

☐ Other (please specify):

This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.

This agreement entered on this 23rd day of March, 2013, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person for this event, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

Village Administrator

Justin Zemonski/Ethan Crosby
Event Coordinator/Contact Person

Attachments:

☐ Ohio Revised Code Section 4303.202 F-2 permit legislation.

☐ Ohio Dept. of Commerce/Division of Liquor Control: *How to Apply for a Liquor Permit*

REQUEST FOR VILLAGE SERVICES—VILLAGE OF WHITEHOUSE, OHIO

NAME AND TYPE OF FUNCTION/ACTIVITY:

Fundraiser / Charity / Adoption?

DATE/TIME OF FUNCTION/EVENT: 5/7/2023 12-2pm

LOCATION: Pavilion across from general's ice cream

EVENT COORDINATOR CONTACT INFORMATION:

NAME Justin Zemanicki / Ethan Crosby

ORGANIZATION Student of ~~White House~~ Anthony Wayne

ADDRESS 5967 Fintel Rd.

PHONE 567-304-0073

FAX N/A

EMAIL jzemanicki@anthonywayne.schoo.ls.org/generalstockle@gmail.com

☒ MAP OF EVENT/FUNCTION ATTACHED last page.

PAYMENT (if applicable): Payment for services rendered made payable to:

The Village of Whitehouse, 6925 Providence St., P.O. Box 2476., Whitehouse, OH 43571

For Office Use Only

Date: _____

____ Approved as requested.

____ Approved, with modifications (specify): _____

____ Disapproved (specify): _____

Payment Authorized by Council: ____ Yes ____ No

Payment Amount: \$ ____ .00/hour per total number of personnel assigned

Total Number Personnel Assigned: ____

Total Hours for Event (including any preliminary set-up as needed): ____

Additional Materials Cost: \$ ____ .00

Total Payment Required: \$ ____ .00

NOTIFICATIONS:

____ Village Administrator

____ Chief of Police

____ Fire Chief

____ Public Service Director

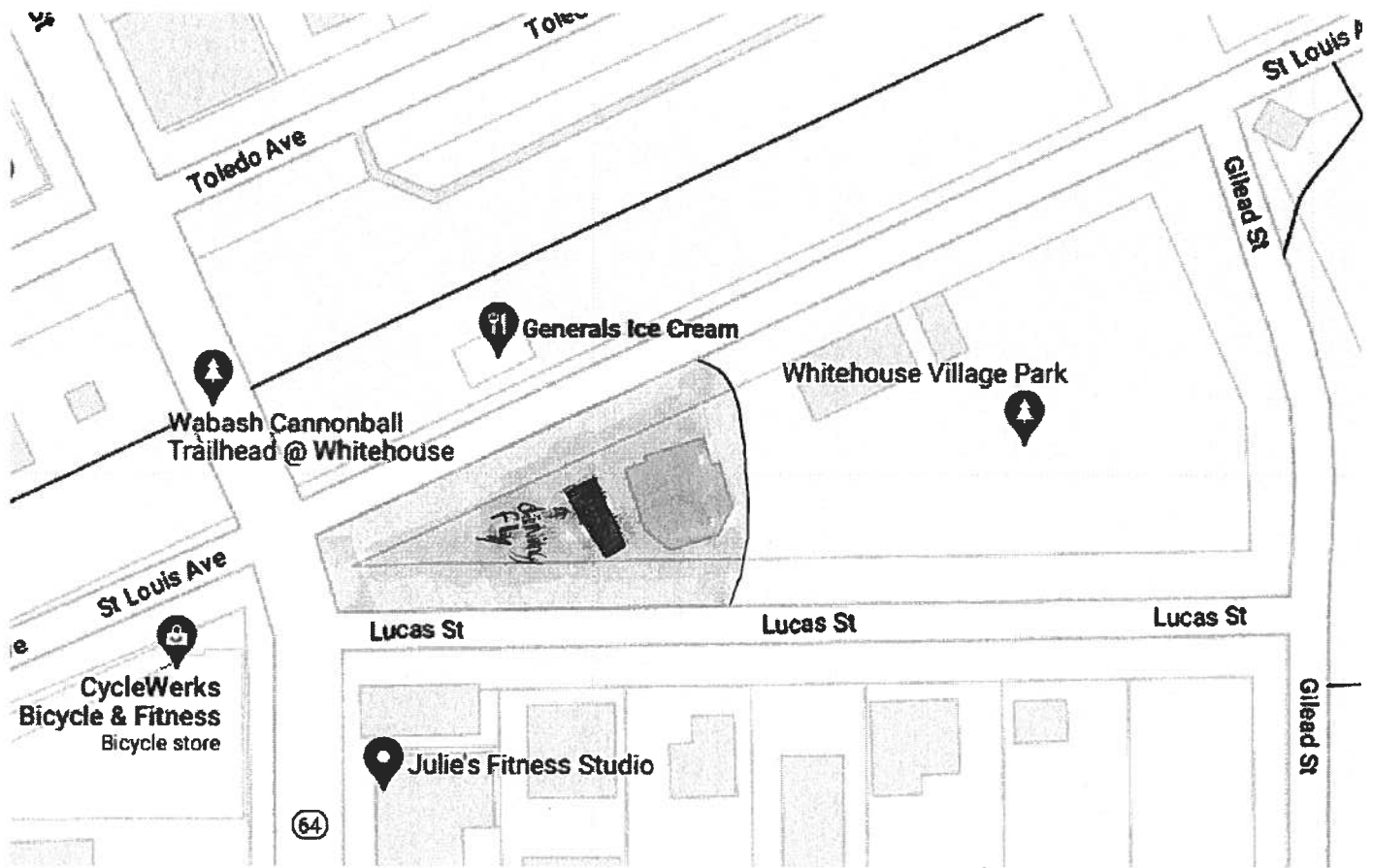
COORDINATION MEETINGS (Scheduled by Village of Whitehouse Representative)

****Meetings are conducted on Mondays at 9:00am****

Date/Time Initial Meeting (45 Days prior to event): _____

Date/Time Meeting (30 Days before Event): _____

Date/Time Meeting (if needed): _____





Request for Special Event

Village of Whitehouse
PO Box 2476, Whitehouse, OH 43571
Phone: (419) 877-5383/ Fax: (419) 877-5635

Name of Event: Local Thyme Concert
Coordinator/Contact Person: Skip Walker
Address: 6719 Providence St
Phone: 419-346-0078 Email: _____
FAX: _____
Event Date(s): April 21 & 22, 2023 Event Hours: April 21 @ 4pm - April 22 @ 11:59
Estimated Number of Attendance: 50-75
Brief Description of Event: Concert on the patio

Will the Event Use Signage/Attraction Devices? ____ Yes ☒ No
Amplified Voice/Music? ☒ Yes ____ No
Food/Beverage Sales? ☒ Yes ____ No Alcoholic Beverage Sales: ☒ Yes ____ No
Product Sales? ____ Yes ☒ No Other (explain): _____
If YES to any of the above, please explain: _____

Identify any Village services, public facilities, or equipment you are requesting in conjunction with this event:

() Police Assistance (☒) Streets Closed () Enclosed Shelterhouse () Pavilion () Other
Explain: Alley between Providence and Gilead

PLEASE supply a map highlighting the property, temporary structures (identifying use and activity), pedestrian ways and/or streets that will be impacted by this event.

Payment for Services: The Event Coordinator/Contact Person/Sponsoring Entity shall make payment for services payable to *The Village of Whitehouse*. Payment must be received by the Village of Whitehouse no later than ten (10) business days after the event.

Total Number of Employees Required: 0 Total Amount Required per Employee: \$ — /hr.

TOTAL Amount to be submitted to the Village of Whitehouse by Event Coordinator: \$ 0

READ THE FOLLOWING BEFORE SIGNING

The submittal of this event form does not ensure approval of the event.

Be advised, the Village cannot accommodate every event and some events may require reimbursement for services rendered. You must attach to this application either an Insurance Policy or a Certificate of Insurance that includes the policy number, amount of coverage, and the provision that the Village of Whitehouse is included as an Additional Insured. The insurance requirements depend on the risk level of the event.

The applicant agrees to defend, indemnify, and hold harmless the Village of Whitehouse from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Village of Whitehouse by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury, or death, arises out of this activity

Signature: _____ Date: _____

**6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571
Phone 419-877-5383 . Fax 419-877-5635
whitehouseoh.gov**

PLEASE CHECK ALL THAT APPLY:

☐ Alcohol Sales (Ohio Dept. of Commerce/Liquor Control Permit required; minimum of one (1) Whitehouse Police Officer required at event during alcohol sales time).

☐ Fencing (Public Service Department)

☐ Food Truck Inspection(s) (Fire Department)

☐ Tent Inspection(s) (Fire Department)

☒ Traffic Barricades (Public Service Department)

☐ Traffic Signage (i.e., No Parking, etc.) (Public Service Department)

☐ Other (please specify):

This agreement may be canceled by either party by 30-day written notice or to the mutual satisfaction of both undersigned parties.

This agreement entered on this _____ day of _____, 20____, by and between the Village of Whitehouse, County of Lucas, State of Ohio, and the Event Coordinator/Contact Person for this event, in witness whereof the parties hereunto have set their hands at Whitehouse, Ohio.

Village Administrator

Event Coordinator/Contact Person

Attachments:

☐ Ohio Revised Code Section 4303.202 F-2 permit legislation.

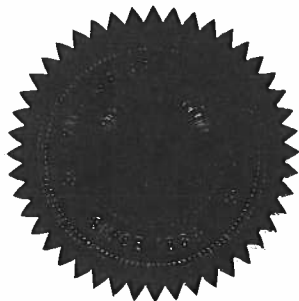
☐ Ohio Dept. of Commerce/Division of Liquor Control: *How to Apply for a Liquor Permit*

Whitehouse

PROCLAMATION

- WHEREAS,** In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- WHEREAS,** the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- WHEREAS,** Arbor Day is now observed throughout the nation and the world, and
- WHEREAS,** trees and the urban forest reduce water pollution and the need to treat and therefore are an integral part of the Village of Whitehouse's healthy water supply, and
- WHEREAS,** trees and the urban forest have been shown to reduce crime, vandalism, and domestic violence, as well as vehicular speed and therefore are important components of the Village of Whitehouse's safety mission, and
- WHEREAS,** trees and the urban forest extends the life of our community's street surfaces and reduce storm water runoff and therefore are important resources for the Village of Whitehouse's service mission, and
- WHEREAS,** trees and the urban forest reduce air conditioning and heating costs for residents and businesses, therefore make more livable communities, eases household expenses, and reduces our need for fossil fuels and foreign energy, and
- WHEREAS,** trees and the urban forest mitigate stormwater, easing local and regional flooding and the load on the Village of Whitehouse's stormwater systems and therefor are components of a healthy, functioning watershed, and
- WHEREAS,** trees, wherever they are planted, are a source of joy and spiritual renewal

THEREFORE, be it resolved that I, Donald L. Atkinson, Mayor, of the Village of Whitehouse, Lucas County, Ohio, do hereby proclaim April 28, 2023 as Arbor Day in the Village of Whitehouse, and I urge all citizens to support efforts to protect and nurture our trees and urban forest not just for the beauty they provide but for the benefits they give our residents and community, and



IN WITNESS WHEREOF, I
have hereunto set my hand and
caused to be affixed the official
seal of the Village of Whitehouse,
Lucas County, Ohio, this 4th day of
April, 2023.

Donald L. Atkinson, Mayor

ORDINANCE NO. 4-2023

AN ORDINANCE AMENDING WHITEHOUSE MUNICIPAL CODE SECTION 186.012, PURPOSE OF TAX; RATE AND WHITEHOUSE MUNICIPAL CODE SECTION 186.02, EFFECTIVE DATE, OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WHITEHOUSE REGARDING MUNICIPAL INCOME TAX

WHEREAS, the Home Rule Amendment of the Ohio Constitution, Article XVII, Section 3, provides that "Municipalities shall have authority to exercise all powers of local self-government," and the municipal taxing power is one of such powers of local self-government delegated by the people of the State to the people of municipalities; and

WHEREAS, the Village of Whitehouse presently provides for the levy of an annual tax at the rate of one and one-half percent (1-1/2%); and

WHEREAS, the Council for the Village of Whitehouse has determined that it is necessary and appropriate to increase the rate to two percent (2%) in order to continue to provide the excellent services and amenities to the residents of and visitors to the Village of Whitehouse; and

WHEREAS, the purpose of this tax is for general municipal operations, purchases and maintenance of equipment, municipal services and facilities and capital improvements of the Village; and

WHEREAS, this new tax rate shall be effective on January 1, 2024, and continue thereafter; and

WHEREAS, the tax is an annual tax levied on the income of every person residing in or earning or receiving income in the Village of Whitehouse and the tax shall be measured by municipal taxable income; and

WHEREAS, the Village of Whitehouse is levying the tax in accordance with the limitations specified in in Ohio Revised Code Chapter 718; and

WHEREAS, a credit will be allowed against the tax as set forth in Whitehouse Municipal Code Sections 186.08 and 186.081.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE,
LUCAS COUNTY, OHIO, three-fourths (3/4) of all members elected thereto concurring:

SECTION I. That Section 186.012, Purposes of Tax, Rate, which reads as follows

To provide funds for the purposes of general municipal operations, purchases and maintenance of equipment, municipal services and facilities and capital improvements of the Village, there shall be, and is hereby, levied a tax at the rate of one and one-half percent (1-1/2%) pursuant to original enactment on January 1, 1970 and as amended pursuant to Ordinance 23-2003 and subsequently therefor.

Is hereby repealed.

SECTION II. That Section 186.012, Purposes of Tax, Rate, which reads as follows:

(A) To provide funds for the purposes of general municipal operations, purchases and maintenance of equipment, municipal services and facilities and capital improvements of the Village, there shall be, and is hereby, levied a tax at the rate of two percent (2%) pursuant to original enactment on January 1, 1970 and as amended pursuant to Ordinance 23-2003 and Ordinance 10-2015 and subsequently therefor.

(B) The tax provided for in Section (A) shall be and hereby is an annual tax levied on the income of every person residing in or earning or receiving income in the Village, as measured by each such person's municipal taxable income, all as hereafter provided in this Chapter.

(C) The tax levied under this Chapter 186 shall be levied in accordance with the provisions and limitations set forth in Chapter 718 of the Ohio Revised Code to the fullest extent required for the Village to continue to levy the tax. The required provisions and limitations of Chapter 718 of the Ohio Revised Code are hereby incorporated into this Chapter 186, and those required provisions and limitations of Chapter 718 of the Ohio Revised Code shall control to the extent there is a conflict between provisions of limitations of this Chapter 186 and an express provision or limitation of Chapter 718 of the Ohio Revised Code.

(D) There shall be granted a credit pursuant to the terms of Sections 186.08 and 186.081 of the Whitehouse Municipal Code, as presently enacted and as may be amended.

Is hereby enacted.

SECTION III. That Section 186.02, Effective Date, shall be amended to add the following Section (C):

186.02 (C) The effective date of the two percent (2%) tax to be levied shall be, and hereby is, established to be January 1, 2024.

SECTION IV. That this Ordinance shall take effect and be in full force from and after JANUARY 1, 2024.

SECTION V: It is hereby found and determined that all formal actions of this Council, including any of its committees, concerning and relating to the adoption of this Ordinance were adopted at an open meeting and the deliberations of this Council and any of its committees that resulted in such formal action were in compliance with all legal requirements as set forth by the Charter of the Village of Whitehouse, Lucas County, Ohio. WHEREFORE, this Ordinance shall be in full force and effect immediately upon its passage and approval.

FINAL VOTE ON THE MEASURE: Yeas: _____ Nays: _____

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2023.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Solicitor

VILLAGE OF WHITEHOUSE

April 4, 2023

ADMINISTRATION

- 03-21-23 1. February 28, 2023: Income Tax Collection = \$611,510.77
Compared to last year = \$489,771.58 (24.86% increase)
JEDD & JEDZ collections = \$434,833.31
- 02-19-19 2. Safety and Health Report: Last lost time injury was January 14, 2019

ADMINISTRATIVE ACTIVITIES

COMMUNITY DEVELOPMENT

SUBDIVISION DEVELOPMENTS

GRANTS

02-07-23

1. **Pedestrian Bridge** – A TMACOG funded tap project to install a 10' wide path along the north side of SR 64 between Whitehouse Square Blvd. and Finzel Rd. project includes a 14' wide pedestrian bridge over Blue Creek. – Construction year 2023. 80/20 Grant. Engineers Estimate \$652,000. Grant \$521,600. Conducted ODOT Field Review on 4-27-21. Design Engineering Completed. Legislation for ODOT Bridge Inspection. Project out to bid. Bid over Engineers estimate – bids rejected. Will rebid.
2. **Whitehouse Streets Resurfacing** – This OPWC funded project will see the resurfacing of Wabash St., Lucas St. Gilead St. and all Blue Creek Gardens resurfaced utilizing traditional mill/fill resurfacing methods. This project is a joint funding project with the Lucas County Engineer which will see a large portion of Dutch Road resurfaced. These projects are being schedule for 2023.
3. **Swanton Street Reconstruction** – Total Reconstruction of Swanton Street, from Maumee to Texas St. This is in the OPWC project pipeline for FY 2024.

PARKS & RECREATION

- 02-21-23
1. **Providence St. Plazas at Wabash Cannonball Trail** – Reconstruction of both East & West plazas to include a pop fountain area. Plans in engineering – under Council review. Postponed until 2024.
 2. **Downtown Arbor Park** – To be constructed as part of Streetscape. Awarded to B & J Concrete & Construction - \$21,500 for concrete flat work. Remainder to be constructed by Public Works Staff. Arbor completed. Awaiting final landscaping.
 3. **Ball Field Regrading**-Both Ball Fields in Village Park will see improvements with the regrading of the infield areas
 4. **Tree Commission Urban Forestry Grant**-Whitehouse Applied for and was awarded a 10,000 matching grant to be used for the planting of trees. These trees will be planted at Sandra Park. The trees will be selected by the Tree Commission. Public Works Department will assist in the layout and planting.

STREETS

WATER

02-07-23

1. **Elevated Storage Study** – Contracted with Poggemeyer Design Group to evaluate water distribution needs for future elevated water storage. In progress. Completed and reviewed.
2. **Field Avenue Water Main Improvements** – Upsize existing water main from 6” to 8”. Anticipate bid to be January 2023 – Out to bid – bid opening 2-3-23.
3. **Industrial Parkway Water Main** – Renew with PVC – upsize from 8” to 10”. Anticipate bid to be January 2023. Out to bid – bid opening 2-3-23.
4. **Elevated Storage** – A new .5MG Water Tower is currently in the design engineering phase. Design engineer is Poggemeyer Design Group.

WASTE WATER

11-01-22

1. **Sanitary Sewer Trunk Main** –Working with Jones & Henry Engineering on the installation of a sanitary sewer trunk main to be constructed to replace current force mains and sewage pumping stations which are nearing the end of their useful life and needing replaced. Wrapping up plans to submit to OEPA. Easement acquisitions underway. Awarded to Mark Shaffer’s Excavating & Trucking for \$2,486,185.00. Construction Spring 2021-Project started March 2021. Presently on hold-delay in material acquisition. Material acquired-construction has resumed. Cemetery Rd closing July 26th for 35 days. Cemetery Rd. & Wabash Cannonball Trail are open. Currently constructing final connections at Logan and Field Ave. All underground construction completed. Earth work & pavement restoration is underway. Final clean up completed. Awaiting project closeout.

STORM SEWER

12-06-22

1. Staff working with Lucas County Engineer to move forward petition process for the maintenance of Swan Creek to include all of the Swan Creek Watershed west of I-475 in Lucas County. Petitions to be filed with Lucas County. Ditch petition hearing to begin Spring 2021. Petition Filed. First reading held 12-2-21. Approved by unanimous vote to continue with determining the need for ditch maintenance and costs. Expected to take 24 months to gather information.
2. **Decant Pad** – A decant pad will be constructed in 2023 utilizing ARPA funds. The decant pad will be constructed at the Public Work Facility and will be utilized as a dewatering area for wet material waste. Estimated \$50,000.00.

SANITATION

02-07-23

1. Authorized renewal of 5-year contract with ARS. Established 2023 bulk dates as March 25, June 24, and September 23. The drop off dates will be January 7 & 14, 2023. January 7th Drop off – 99 vehicles filling 2-40 yd. dumpsters., January 14th Drop off – 76 vehicles partially filling 2-40 yd dumpsters.

MISCELLANEOUS

- 04-04-23** 1. **Building Permits:** 2 new homes as of 03-30-23.
- 01-17-23** 2. **Public Works:**
- 1. Water Department
 - a. Valve Exercising
 - b. Hydrant Maintenance Programs
 - 2. Sewer Flushing
 - 3. Storm Water Inspections – Outfalls & Asst. Management
 - 4. Street- Winter operations & Tree trimming.

Boards and Commissions

- A. Board of Zoning Appeals
 - 1. Pending approval of October 5, 2022 meeting minutes
- B. Charter Revision Commission
 - 1. Pending approval of March 21, 2023 meeting minutes
- C. Fire Dependency Board
 - 1. Pending approval of January 18, 2023 meeting minutes
- D. Planning Commission
 - 1. Pending approval of March 7, 2022 meeting minutes
- E. Records Commission
 - 1. Pending approval of June 7, 2022, meeting minutes
 - 2. Pending 2023 Reorganization Meeting
 - 3. Pending Review of Records Set for Destruction in 2023
 - 4. Pending Review of Records Policies
- F. Tree Commission
 - 1. Pending approval of March 23, 2023 meeting minutes
 - 2. Pending Tree Inventory

Council Committee of the Whole

- A. Economic Development
 - 1. Pending Monitoring of Economic Development Plan (ongoing)
- B. Finance, Audit & Investment
- C. Franchise, Lands & Buildings
- D. Parks & Recreation
- E. Public Services Committee
- F. Personnel & Safety
- G. General
 - 1. Pending review of Council project list